



JOHN NAIMO  
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 525  
LOS ANGELES, CALIFORNIA 90012-3873  
PHONE: (213) 974-8301 FAX: (213) 626-5427

August 28, 2015

TO: Supervisor Michael D. Antonovich, Mayor  
Supervisor Hilda L. Solis  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe

FROM: John Naimo   
Auditor-Controller

SUBJECT: **CHILDNET YOUTH AND FAMILY SERVICES – A DEPARTMENT OF  
MENTAL HEALTH SERVICE PROVIDER – PROGRAM REVIEW**

We completed a program review of ChildNet Youth and Family Services (ChildNet or Agency), which included a sample of billings from Fiscal Year (FY) 2013-14. The Department of Mental Health (DMH) contracts with ChildNet to provide mental health services, including interviewing Program clients, assessing their mental health needs, and implementing treatment plans.

The purpose of our review was to determine whether ChildNet provided the services and maintained proper documentation, as required by their County contract and related guidelines.

DMH paid ChildNet approximately \$15 million on a cost-reimbursement basis for FY 2013-14. The Agency provides services in the Fourth Supervisorial District.

**Results of Review**

ChildNet maintained adequate documentation for the billings reviewed. The Agency completed Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract. In addition, Agency treatment staff had the required qualifications to provide DMH Program services.

Details of our review are attached.

**Review of Report**

We discussed our report with ChildNet and DMH. ChildNet is not required to submit a response to this report because there are no findings or recommendations.

We thank ChildNet management and staff for their cooperation and assistance during our review. If you have any questions please call me, or your staff may contact Don Chadwick at (213) 253-0301.

JN:AB:DC:EB:sd

**Attachment**

c: Sachi A. Hamai, Interim Chief Executive Officer  
Dr. Marvin J. Southard, D.S.W., Director, Department of Mental Health  
Louis J. Cassani, Board Chair, ChildNet Youth and Family Services  
Kathy Hughes, Chief Executive Officer, ChildNet Youth and Family Services  
Public Information Office  
Audit Committee

**CHILDNET YOUTH AND FAMILY SERVICES  
DEPARTMENT OF MENTAL HEALTH  
PROGRAM REVIEW  
FISCAL YEAR 2013-14**

**PROGRAM SERVICES**

**Objective**

Determine whether ChildNet Youth and Family Services (ChildNet or Agency) maintained documentation to support the services billed to the Department of Mental Health (DMH) in accordance with their County contract and related guidelines.

**Verification**

We selected 40 (.5%) of the 7,877 approved Medi-Cal billings for May and June 2014, which were the most current billings available at the time of our review (May 2015). We reviewed the Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in the case files for the selected billings. The 40 billings represent services provided to 18 clients.

**Results**

ChildNet maintained documentation to support the services billed to DMH in accordance with their County contract and related guidelines. In addition, the Agency completed Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract.

**Recommendation**

None.

**STAFFING QUALIFICATIONS**

**Objective**

Determine whether ChildNet treatment staff had the required qualifications to provide the mental health services.

**Verification**

We reviewed the California Board of Behavioral Sciences' website and/or the personnel files for 15 (16%) of the 92 ChildNet treatment staff who provided services to DMH clients during May and June 2014.

**Results**

Each employee reviewed had the qualifications required to provide the billed services.

**Recommendation**

**None.**